DODGE COUNTY HEALTH FACILITIES COMMITTEE MEETING 198 COUNTY ROAD DF JUNEAU, WI 53039 March 6, 2013

MINUTES

- 1. **CALL TO ORDER**: Meeting was called to order by Chairman Bischoff at 8:04 a.m. with the following members present:
- 2. ROLL CALL:

Robert Ballweg Larry Bischoff Jeff Duchac John Fabisch Tom Schaefer

ABSENT: None.

ALSO PRESENT: Russell Kottke, Dodge County Board Chairman; Jane E. Hooper, Clearview Administrator; Jackie Kuhl, Brain Injury Center Unit Coordinator; Lori Kurutz, Director of Support Services; and Anthony Marchese, Clearview Director of Finance.

- 3. **APPROVAL OF MINUTES OF FEBRUARY 13, 2013 MEETING**: Motion made by Duchac to approve the February 13, 2013 Minutes; seconded by Fabisch. Motion carried.
- 4. **APPROVAL DEVIATING FROM THE AGENDA**: Motion made by Ballweg to deviate from the Agenda if required; seconded by Fabisch. Motion carried.
- 5. **PUBLIC COMMENT**: None to report.
- 6. **COMMITTEE MEMBER REPORTS**: None.
- 7. **INVOLUNTARY DISCHARGES**: None to report.
- 8. **CENSUS REPORTS**:

CBIC: 22 of 30
Clearview North: 114 of 140
Clearview Behavioral Health 1/2: 19 of 20
ICF-IID (formerly FDD): 42 of 46
Trailview 3 of 4
Clearview Community Group Home: 4 of 4

9. **ADMINISTRATOR'S REPORT:**

- Federal Audit: Office of Inspector General: The federal audit is complete and all requested documents have been submitted to the Office of Inspector General, by Administrator Hooper.
- WACH Lobby Days: April 17 and 18 is the Wisconsin Association of County Homes' Lobby Days. We will be visiting our state representatives.

- Follow-Up to Open Log Issues Related to Building Project: A meeting was held on March 5, 2013, with Boldt, H&H Industries, Johnson Controls, County Administrator Jim Mielke, Administrator Hooper, Jim Hill, and Larry Bischoff. The meeting was held to review and discuss open log issues related to the building project. We reviewed items that have been resolved, when open ended items will be completed, and the costs associated. At this point Clearview may be responsible for:
 - Bypass blow-in air handling units.
 - Our environmental services to work with H&H to revise chutes on air handlers.
 - Adding additional items to the generator cost, to be determined.
- Update: Fixed Assets Disposal from North Building: The disposal of the North Building and Equipment fixed assets was first reported to impact Clearview by approximately \$350,000. This number has been revised to \$1,250,000. This increase will impact the income statement, causing our expenses to increase by approximately \$900,000. Because this write off is associated with the fixed assets it will not affect our fund balance in 2012.
- **UW-Madison School of Nursing Clinical Site:** Instructors visited and toured Clearview this week. We will be working out a contract to become a clinical site for undergraduate nursing students in their final semester on the complex resident.
- **Employee Recognition:** Employee recognition is scheduled for Tuesday, April 30, 2013, honoring years of service and retirees.
- Articles in the News: A discussion was held regarding recent news articles related to reporting requirements related to abuse.
- **Policy Update**: There were recent policy updates: "Absenteeism Policy" to "Attendance Policy," and summarized the changes made:
- 10. NEXT MEETING DATES: Wednesday, April 3, 2013, at 8:00 a.m. and Tuesday, April 30, 2013 (for May meeting), at 12:00 p.m. in the Towne Centre Conference Room on the first floor of Clearview, located at 198 County Road DF, Juneau, Wisconsin.
- 11. **ADJOURN**: There being no further business to come before the Committee, Motion by Duchac to adjourn; seconded by Ballweg. Meeting adjourned at 9:46 a.m.

Dated this 3rd day of April, 2013.

Respectfully submitted,

Thomas J. Schaefer Thomas Schaefer, Secretary